

CHILD PROTECTION POLICY STATEMENT

It is the fundamental duty of staff to ensure that all boys are cared for and protected safely in our environment at all times. Boys must be kept from abuse at all times.

Procedures:

Any suspicion of abuse will be dealt with immediately and will be reported to the local safeguarding children's board. If allegations prove to be positive appropriate action will be taken by the Headmasters. Written records will be made and kept and further action will be taken if necessary. If disciplinary action is necessary the procedure is carried out as laid down in this Handbook. If there is an allegation against the Headmasters the school Governors will be alerted before the Social Services are contacted. All concerns and allegations should be addressed to the Headmasters or in the case of the Headmasters being cited, the Chairman of the Governors must be contacted. Staff, both teaching and ancillary must be aware of this procedure. The whistle blowing policy is on p. 41

Responsibility

The Headmasters are responsible for ensuring that all boys are protected from abuse. The Child Protection Officer for Ludgrove School is Mr Simon Barber who will undertake training in CP and Inter-agency working every 2 years.. The governor's must review the child protection policy annually and be minuted and the efficiency with which any related duties have been discharged. The child protection governor, Mrs R.Hyslop, undertook training on 9th March 2011, delivered by Wandsborough Borough Council. Any weaknesses or deficiencies in CP arrangements must be remedied without delay. Staff should be familiar with 'Safeguarding Children and Safer recruitment in Education' (DCSF 2006). All staff will have CRB checks and checks of identity, background, qualifications, references, medical fitness, and any necessary checks from overseas, including the right to work in the UK. These checks and procedures apply to any staff who work with pupils on another location. All staff full-time, part-time and voluntary should partake of CPO training every 3 years. The details are held on the Central Register in the office.

Senior boys are made aware of their responsibility to each other. They are given constant verbal and written reminders of their roles in the community. No boy may at any time abuse or impose sanctions on other boys. All boys are constantly made aware of the varied characters of others and a policy of friendship, tolerance and support are strongly enforced through regular PSHE lessons. Regular meetings with senior boys occur. They are instructed

to contact a member of staff if they witness any action of abuse. This policy is in accordance with locally agreed inter-agency procedures and is available to parents on request.

Reporting Concerns

The abuse of a boy can take several forms and sometimes may not be obvious to all. It is our duty to be aware of any form of abuse, which is directed at a boy in the school, and do something about it.

Abuse in general terms falls into one of the following categories:

- (i) Physical Abuse, marks
- (ii) Emotional Abuse, moodiness
- (iii) Sexual Abuse: inappropriate behaviour
- (iv) Verbal abuse: Shouting,
- (v) Neglect.

A boy may suffer while he is at home or at school or anywhere. All staff should be on the lookout for physical and behavioural indicators which may suggest that the child is the subject of abuse. If suspicions are aroused, they must be aired immediately with the Headmasters **and** another member of staff as listed in each division. If as a result of discussion the Headmasters decides that a referral to the Social Services is necessary, this will take place within 24 hours of a disclosure or suspicion of abuse.

Social Services

The Social Services are fully equipped and prepared to take on board any suspected child abuse. They are also able and willing to help in the identification of symptoms of abuse.

Our Social Services contact is: Beth Bliss, Child Protection Conference Chair, Children's Services, Shute End, Wokingham, Berkshire, RG40 1BN Telephone 0118 974 6141

OFSTED

Ofsted can be contacted at Royal Exchange Buildings, St Ann's Square, Manchester M2 7LA Tel: 0300 1231231 Email: enquiries@ofsted.gov.uk

Abuse by a member of staff

Abuse of children by a member of staff will result in disciplinary action and most probably instant dismissal. If accusations of abuse are proven, the abuser will be automatically placed on DES List 99 as someone unsuitable to be employed in a school of any type. The Secretary of State will be informed via the DCSF, within one month of leaving the school any person (whether employed, contracted, a volunteer or student) whose services are no longer used because he or she is considered unsuitable to work with children. Arrangements for alternative accommodation away from children will be made in cases where a member of boarding staff is suspended pending investigation of a child protection nature.

Any member of staff can find himself or herself in a vulnerable position unless care and thought is applied to this sensitive issue. It is very important therefore to remember:

1. to avoid physical contact with a pupil when the pupil is angry and avoid unnecessary contact at other times
2. that no pupil is allowed to visit the private premises of a member of staff without specific permission from the Headmasters.

CHILD WELFARE PROCEDURES

Legal responsibilities

1. It is the duty of the school and all members of staff, at all times to safeguard and promote the welfare of the boys at Ludgrove.
2. A person who does not have parental responsibility for a particular child but has care of the child, may do whatever is reasonable in all the circumstances of the case for the purpose of safeguarding or promoting the child's welfare.

Child protection

1. Abuse

By staff, pupils or at home, where the abuse is physical, sexual, emotional, neglect or bullying.

- a) **If told of abuse** follow these guidelines: 1. Stop and listen. 2. Take notes and make sure you keep them. 3. Do not promise confidentiality. 4. Do not ask leading questions. 5. Inform the designated person (SWTB- unless it involves the designated person). 6. Validate but do not investigate. 7. Follow the correct procedures.
- b) **Preventing abuse**: 1. Let the boys know they can talk to anyone in school. 2. Have help lines available. 3. Boys should be allowed access to the e-mail and private use of the phone. 4. Form masters should know their boys well. Duty masters should be aware of risk areas. 6. Report allegations and suspicions through the right channels.7. Educate boys through PSHE lessons
- c) **Bullying risk areas**. 1. Waiting for class. 2. Dormitory. 3. Showers, loos, changing areas. 4. Wooded areas (camps). 5. Quiet areas in school (music block).
6. All queues.
- d) **Be aware of** the following aspects. 1. Supervise rather than watch on changing duties. 2. Avoid being alone with a child. 3. Avoid touching . 4. Be aware of having friends or favourites. 5. In sport remember your size and strength. 6. Attractions between people. 7. All staff to not accept friendship requests on Facebook.

2. Risk awareness

Risk assessment sheets should be completed in all relevant situations.

Be aware of out of bounds areas, roofs, climbing trees, off site.

Be aware of dangerous activities such as roller-blading in the car park, high jump in the summer.

Trips – ensure you have followed the off-site procedures, obtained permission and have appropriate safety measures and experience.

In case of accidents follow the school accident procedure.

3. Punishments + restraint

Adhere to the school discipline policy as closely as possible.

Avoid – ridicule, and humiliation

Never hit a child (this is absolutely forbidden as it is against the law)

Be selective in the use of group punishments.

Avoid quirky punishments.

Record any major punishment, name, reason and date in the punishment book kept in the Headmaster's study.

Reasonable physical restraint may be used in situations that endanger the welfare of a child. However be reasonable, non-injurious and for a minimum of time. Only use to prevent 1. Injury to self. 2. Injury to another. 3. If there might be very serious damage to property.

Record any use of restraint.

4. Accidents

Try to avoid by anticipating dangerous situations and by following safety guidelines.

In the event of an accident to a child take all reasonable measures to safeguard and promote the child's welfare.

Follow the school policy and record the incident.

5. National boarding standards

May be seen at this site www.boarding.org.uk/

The senior Child protection officer is Mr S.W.T.Barber 01189789881
The Link Governor is Mrs R.Hyslop 07931586409

WHISTLE BLOWING POLICY

All members of staff are required to report to the Headmasters or the Commission for Social Care any concern or allegation about school practices or the behaviour of colleagues, which are likely to put pupils at risk of abuse or other serious harm. It is the school's policy to provide immunity from retribution of disciplinary action against such staff for "whistle blowing" in good faith.

Reviewed January 2012